M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

NEW Information – 3-25-15

What Has Changed Since the January and March Version

Please note that numbers have been added to the far left column on each M-STEP table. These correspond to the Online and Paper-Pencil Supports and Accommodations Companion Document found in the M-STEP Test Administrator Manual or online at www.michigan.gov/baa.

Special Notes

Screen Readers and Voice Recognition Software for M-STEP and MI-Access Assessments

Screen readers and voice recognition software are incompatible with the INSIGHT system (M-STEP and MI-Access assessments). Students needing oral presentation support have the text-to-speech or human reader (read aloud) options available to them. Students may also use a scribe for all content areas and modes. Please refer to the tables included in this document for more information related to these supports and contact the Office of Standards and Assessment (OSA) at baa@michigan.gov for additional supports questions and needs.

Use of Computers with Alternative Access for an Alternate Response Mode for M-STEP and MI-Access Assessments
(e.g. switches, alternative keyboards, eye-gaze motion sensors, voice recognition software, head or mouth pointer, specialized trackballs or mice)

Online districts who have students utilizing these supports **must** contact the Office of Standards and Assessment (OSA) for next steps.

Reading the Universal Tools, Designated Supports, and Accommodations Tables

As you review the tables for available supports you will need to pay attention to the following pieces of information:

- Supports are indicated and organized by program as either Universal Tools (available to all students), Designated Supports (a designation made by a teacher or administrator who works with the student), or Accommodation (requires designation by an Individualized Education Program (IEP) or Section 504 plan.

- The **Support Type** column provides a brief description of the support offered. This column also indicates whether a support is available within the online delivery system itself (**embedded - E**) or must be provided by the district as a resource external to what is available through Insight (**non-embedded - NE**). All paper-pencil supports are considered **non-embedded**.

- However, educators must refer to the Designated Supports section of the *Michigan M-STEP, MI-Access, and WIDA Supports and Accommodations Manual* to obtain more detailed information regarding which student groups would best be served by those supports, and

1   This document has been updated since December 2014. This is a third iteration, posted the week of March 23rd, 2015.

M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

for additional information regarding the support's use. The **Mode** column indicates the testing mode (online or paper-pencil) in which the support can be used. Pay particular attention to these designations because not all supports are available for both modes.

- The **How to Access** column provides information regarding whether districts must order the support through the MDE Secure Site, can download it, or must provide students' access to the support by setting the feature in the eDIRECT system prior to the students testing. The column also indicates whether or not the support or accommodation must be bubbled on the answer document. Testing coordinators should also refer to a specific assessment's Test Administration Manual.

Standard Test Administration Practices

Below is a list of Michigan supports which were previously identified as accommodations, but are now considered general Test Administration Practices for the M-STEP assessments. However, many districts will still need to assign their use at the individual student level.

- Administration of the assessment at a time most beneficial to the student, with appropriate supervision
- Extended assessment time – All M-STEP assessments are un-timed, however, there are limitations to pausing online tests and testing across multiple days. Please refer to the Test Administrator Manuals for further information.
- Use of special adaptive writing tools such as pencil grip or larger pencil
- Use of accommodated seating, special lighting, or furniture
- Placement of student where he/she is most comfortable (e.g., front of the room, back of the room)
- Use of accommodated seating, special lighting, or furniture
- Use of alternative writing position (e.g., desk easel, student standing up)
- Able to move, stand or pace during assessment in a manner where others' work cannot be seen and is not distracting to others (e.g., kneeling, constant movement)
- Use of concentration aids (e.g., stress balls, T-stools)
- Teacher provides visual, auditory or physical cues to student to begin, maintain, or finish an assessment task

M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

M-STEP Classroom Activities and Performance Tasks

More information related to supports and accommodations for Classroom Activities can be found in the Supports and Accommodations Manual at www.michigan.gov/mstep. Unless otherwise noted in this table, the same universal tools, designated supports, and accommodations are available across the Math and ELA performance tasks.

Future Supports

There are a number of supports that, although currently available for M-STEP assessments, may be phased out in future years due to the risks and current research surrounding their reliability and validity. It is the hope of OSA to replace these allowable supports with more reliable comparable supports for students. Educators should make efforts to reduce usage on state assessments and ensure their necessity for students.

- On the fly translations into ASL or other languages
- Usage of bilingual word-to-word dictionaries

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M-STEP Mathematics

A Note about Non-Standard Tools/Supports/Accommodations

If educators do not see a particular support listed in the table for each test and are interested in providing that support for a student, educators **must** contact the Office of Standards & Assessment to request its use. Educators must do the following in these cases:

- Include in your e-mail Subject line: Accessibility Support Request for M-STEP Mathematics
- Your name, school/district, and contact information
- A description of the accessibility support you would like to provide a student
- A description of why the accessibility support may be needed for the assessment
- Send e-mail to baa@michigan.gov

✓ Indicates that this feature must be set by the Test Administrator in the eDIRECT system prior to testing.

⭘ Indicates that this material must be ordered or downloaded through the MDE Secure Site.

❖ Indicates that this support must be recorded as something the student will be using in the eDIRECT system.

B Indicates that this support should be bubbled on the paper-pencil answer document if used.

Additional Materials Required for Paper-Pencil and Online:

- Students in grades 6 and above can have access to graph paper during the assessment. Please refer to the M-STEP Test Administrator Manual for more information on accessing this material.

M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

Universal Tools

No.	Support Type	Mode	How to Access
	Breaks – within the same day per test session (If < 20 minute break, student does not need original login ticket to restart online test session. If > 20 minute break, student must use original login ticket to resume test session.)	Paper-Pencil Online	
1	Administration of the assessment in an alternate education setting (in school) with appropriate supervision • Bilingual/English as a Second language setting • Special education setting • In a distraction free space or alternate location such as a separate room or location within the room	Paper-Pencil Online (NE)	❖
	Administration of the assessment individually or in a small group (no more than 5 students)	Paper-Pencil Online (NE)	
	Assessment directions • Teacher may emphasize key words in directions • Teacher may repeat directions exactly as worded in administrator manual • Student may restate directions in his/her own words • Student may ask for clarification of directions	Paper-Pencil Online (NE)	
	Highlighter	Paper-Pencil Online (E/NE)	
	Cross-Off (Answer Eliminator)	Paper-Pencil Online (E)	
	Sticky Notes	Online (E)	
	Scratch paper (Collection and secure disposal required)	Paper-Pencil Online (NE)	
	Graph paper - will be shipped to all online schools for students in grades 6 and above.	Online (NE)	
	Mark for Review (Flag)	Paper-Pencil Online (E)	
	Use of page flags, and reading guides on test booklets	Paper-Pencil	
	Line guide	Online (E)	
	Magnifier	Online (E)	
2	English Glossary – Glossary with context-appropriate definitions	Paper-Pencil	B

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M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

No.	Support Type	Mode	How to Access
	Designated Supports		
	Administration of the assessment in an alternate education setting (out of school) with appropriate supervision e.g., • Home when student is homebound • Care facility when it is medically necessary	Paper-Pencil	
	Administration of the assessment in an interim alternative education setting (out of school) with appropriate supervision (e.g., juvenile facility)	Paper-Pencil	
3	Noise Buffers (e.g., ear mufflers, white noise, and/or other equipment to block external sounds)	Paper-Pencil Online (NE)	**B** ❖
4	Qualified translator may provide oral translations of test directions for students in language appropriate for student. (Please follow the recommendations outlined in the OSA Recommendations for Translators document.)	Paper-Pencil Online (NE)	**B** ❖
5	Qualified translator may provide oral translations of test items for students in language appropriate for student (Please review the Supports and Accommodations Manual for more guidance on this support. Additionally, please review the OSA Recommendations for Translators document.)	Paper-Pencil Online (NE)	**B** ❖
6	Text-to-Speech (for math items including options)	Online (E)	✓
7	Read aloud – test questions and response options read aloud by human reader. Individual administration required when used with online testers. (Use of M-STEP Read-Aloud Guidelines required.)	Paper-Pencil Online (NE)	**B** ❖
8	Use of translated Spanish form – Paper-Pencil: Spanish and English test items; Online: Stacked translation, split screen with Spanish and English test items (student responses must be in English)	Paper-Pencil Online (E)	⭕ Order **B** ✓
9	Use of L1 (1st language) reference sheets. Available in: Arabic, Cantonese, Ilokano, Korean, Mandarin, Punjabi (Eastern and Western), Spanish, Tagalog, Russian, Ukrainian, and Vietnamese (L1 Glossary)	Paper-Pencil	⭕ Order **B**
10	Use of word-to-word bilingual dictionaries for students whose language is not currently available for the glossing reference sheets	Paper-Pencil Online (NE)	❖
11	Use of auditory amplification devices or special sound systems	Paper-Pencil Online (NE)	❖
12	Use of visual aids (e.g., closed circuit television, magnification devices)	Paper-Pencil Online (NE)	❖
13	Masking	Paper-Pencil	✓

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M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

No.	Support Type	Mode	How to Access
		Online (E)	
	Use of a page turner	Paper-Pencil	
	Use of non-skid surface that will not damage the answer document or scanning equipment (DO NOT use tape or other adhesive)	Paper-Pencil	
14	Color chooser	Paper-Pencil Online (E)	✓
15	Contrasting text	Paper-Pencil Online (E)	✓
16	Scribe (Use of OSA Scribing Protocol required.)	Paper-Pencil Online (NE)	**B** ❖
17	Multi-day testing – Please refer to the Test Administrator Manual for information related to this support.	Paper-Pencil	**B**

Accommodations

No.	Support Type	Mode	How to Access
18	Braille (contracted, uncontracted; Please check the M-STEP Math TAM for information on ordering uncontracted braille)	Paper-Pencil	⚫ Order **B**
19	Enlarged print	Paper-Pencil	⚫ Order **B**
20	Use of OSA's Multiplication Table (Grade 4 and above only)	Paper-Pencil Online (NE)	⚫ Download ❖
21	Abacus	Paper-Pencil Online (NE)	**B** ❖
22	Non-embedded Calculator (Grade 6 and above only) or specialized calculator such as enlarged buttons, etc.	Paper-Pencil Online (NE)	**B** ❖
23	Directions provided by test administrator using American Sign Language (ASL) or Signed Exact English (SEE)	Paper-Pencil Online (NE)	**B** ❖
24	Test content provided in American Sign Language (ASL) or Signed Exact English (SEE) (Online: Video Sign Language)	Paper-Pencil Online (E)	**B** ✓
25	Use of adapted paper, additional paper, lined or grid paper for recording answers (Alternate Response)	Paper-Pencil	**B**
26	~~Alternative Communication Device: Use of computers with alternative access for an alternate response mode (e.g. switches, alternative keyboards, eye-gaze motion sensors, voice recognition software, head or mouth pointer, specialized trackballs or mice)~~ Please contact OSA.	Paper-Pencil Online (NE)	**B**

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	Use of word processor for constructed response items (word prediction/spell check turned off) – This is an accommodation for students requiring it.	Paper-Pencil	

M-STEP English Language Arts (ELA)

A Note about Non-Standard Tools/Supports/Accommodations

If educators do not see a particular support listed in the table for each test and are interested in providing that support for a student, educators **must** contact the Office of Standards & Assessment to request its use. Educators must do the following in these cases:

- Include in your e-mail Subject line: Accessibility Support Request for M-STEP ELA
- Your name, school/district, and contact information
- A description of the accessibility support you would like to provide a student
- A description of why the accessibility support may be needed for the assessment
- Send e-mail to baa@michigan.gov

✓ Indicates that this feature must be set by the Test Administrator in the eDIRECT system prior to testing.

◯ Indicates that this material must be ordered or downloaded through the MDE Secure Site.

❖ Indicates that this support must be recorded as something the student will be using in the eDIRECT system.

B Indicates that this support should be bubbled on the paper-pencil answer document if used.

Additional Materials/Resources Required for Online:

- Headphones – All students will be assessed on Listening comprehension items that are embedded throughout the ELA assessment.

M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

Universal Tools

No.	Support Type	Mode	How to Access
	Breaks – within the same day per test session (If < 20 minute break, student does not need original login ticket to restart online test session. If > 20 minute break, student must use original login ticket to resume test session.)	Paper-Pencil Online	
1	Administration of the assessment in an alternate education setting (in school) with appropriate supervision • Bilingual/English as a Second language setting • Special education setting • In a distraction free space or alternate location such as a separate room or location within the room	Paper-Pencil Online (NE)	❖
	Administration of the assessment individually or in a small group (no more than 5 students)	Paper-Pencil Online (NE)	
	Assessment directions • Teacher may emphasize key words in directions • Teacher may repeat directions exactly as worded in administrator manual • Student may restate directions in his/her own words • Student may ask for clarification of directions	Paper-Pencil Online (NE)	
	English Dictionary (ELA Performance Task Part 2 ONLY)	Paper-Pencil Online (E)	
	English Thesaurus (ELA Performance Task Part 2 ONLY)	Paper-Pencil Online (NE)	
	Highlighter	Paper-Pencil Online (E)	
	Cross-Off (Answer Eliminator)	Paper-Pencil Online (E)	
	Sticky notes	Online (E)	
	Scratch paper (Collection and secure disposal required)	Paper-Pencil Online (NE)	
	Mark for review (Flag)	Paper-Pencil Online (E)	
	Use of page flags, and reading guides on test booklets	Paper-Pencil	
	Line guide	Online (E)	
	Writing tools (bold, italic, etc.)	Online (E)	

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M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

No.	Support Type	Mode	How to Access
	Use of special adaptive writing tools such as pencil grip or larger pencil	Paper-Pencil	
	Magnifier	Online (E)	
2	English Glossary – Glossary with context-appropriate definitions	Paper-Pencil	**B**

Designated Supports

No.	Support Type	Mode	How to Access
	Administration of the assessment in an alternate education setting (out of school) with appropriate supervision e.g., • Home when student is homebound • Care facility when it is medically necessary	Paper-Pencil	
	Administration of the assessment in an interim alternative education setting (out of school) with appropriate supervision (e.g., juvenile facility)	Paper-Pencil	
3	Noise Buffers (e.g., ear mufflers, white noise, and/or other equipment to block external sounds)	Paper-Pencil Online (NE)	**B** ❖
4	Qualified translator may provide oral translations of test directions for students in language appropriate for student. (Please follow the recommendations outlined in the OSA Recommendations for Translators document.)	Paper-Pencil Online (NE)	**B** ❖
6	Text-to-speech – Test questions, answer options, and Performance Task source materials **only** in grades 3 - 5	Online (E)	✓
7	Read aloud – Test questions, answer options, and Performance Task source materials **only** read aloud in grades 3 – 8, and 11 by human reader. Refer to the Read-Aloud Guidelines document.	Paper-Pencil Online (NE)	**B** ❖
10	Bilingual word-to-word dictionary – ELA performance task full writes only	Paper-Pencil Online (NE)	❖ ✓
11	Use of auditory amplification devices or special sound systems	Paper-Pencil Online (NE)	❖
12	Use of visual aids (e.g., closed circuit television, magnification devices)	Paper-Pencil Online (NE)	❖
13	Masking	Online (E)	
	Use of a page turner	Paper-Pencil	
	Use of non-skid surface that will not damage the answer document or scanning equipment (DO NOT use tape or other adhesive)	Paper-Pencil	
14	Color chooser	Paper-Pencil Online (E)	✓

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15	Contrasting text	Paper-Pencil Online (E)	✓
16	Scribe – Non-Writing (non-constructed response) test questions (Use of M-STEP Scribing Protocol required.)	Paper-Pencil Online (NE)	**B** ❖
17	Multi-day testing – Please refer to the Test Administrator Manual for information related to this support.	Paper-Pencil	**B**

	Accommodations		
No.	**Support Type**	**Mode**	**How to Access**
6	Text-to-speech – Test questions, answer options, Performance Task source materials, and reading passages in grades 6-8 and 11	Online (E)	✓
29	Read aloud – Reading passages in grades 6-8 and 11 by human reader (Use of M-STEP Read-Aloud Guidelines required).	Paper-Pencil Online (NE)	**B** ❖
18	Braille (contracted, uncontracted; Please check the M-STEP TAM for information on ordering uncontracted braille)	Paper-Pencil	⬤ Order **B**
19	Enlarged print	Paper-Pencil	⬤ Order **B**
23	Directions provided by test administrator using American Sign Language (ASL) or Signed Exact English (SEE)	Paper-Pencil Online (NE)	**B** ❖
24	Test content for Listening items only provided in American Sign Language (ASL) (Online: Video Sign Language)	Paper-Pencil Online (E)	**B** ✓
30	Scribe – Writing test questions. (Use of OSA Scribing Protocol required.)	Paper-Pencil Online (NE)	**B** ❖
25	Use of adapted paper, additional paper, lined or grid paper for recording answers (Alternate Response)	Paper-Pencil	**B**
26	~~Alternative Communication Device: Use of computers with alternative access for an alternate response mode (e.g. switches, alternative keyboards, eye-gaze motion sensors, voice recognition software, head or mouth pointer, specialized trackballs or mice)~~ Please contact OSA	Paper-Pencil Online (NE)	**B**
	Use of word processor for constructed response items (word prediction/spell check turned off) – This is an accommodation for students requiring it.	Paper-Pencil	

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M-STEP Science and Social Studies

A Note about Non-Standard Tools/Supports/Accommodations

If educators do not see a particular support listed in the table for each test and are interested in providing that support for a student, educators **must** contact the Office of Standards & Assessment to request its use. Educators must do the following in these cases:

- Include in your e-mail Subject line: Accessibility Support Request for M-STEP Science (or Social Studies)
- Your name, school/district, and contact information
- A description of the accessibility support you would like to provide a student
- A description of why the accessibility support may be needed for the assessment
- Send e-mail to baa@michigan.gov

✓ Indicates that this feature must be set by the Test Administrator in the eDIRECT system prior to testing.

⬤ Indicates that this material must be ordered or downloaded through the MDE Secure Site.

❖ Indicates that this support must be recorded as something the student will be using in the eDIRECT system.

B Indicates that this support should be bubbled on the paper-pencil answer document if used.

Additional Materials/Resources Required for Paper-Pencil and Online:

None

M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

	Universal Tools		
No.	**Support Type**	**Mode**	**How to Access**
	Breaks – within the same day per test session (If < 20 minute break, student does not need original login ticket to restart online test session. If > 20 minute break, student must use original login ticket to resume test session.)	Paper-Pencil Online	
1	Administration of the assessment in an alternate education setting (in school) with appropriate supervision • Bilingual/English as a Second language setting • Special education setting • In a distraction free space or alternate location such as a separate room or location within the room	Paper-Pencil Online (NE)	❖
	Administration of the assessment individually or in a small group (no more than 5 students)	Paper-Pencil Online (NE)	
	Assessment directions • Teacher may emphasize key words in directions • Teacher may repeat directions exactly as worded in administrator manual • Student may restate directions in his/her own words • Student may ask for clarification of directions	Paper-Pencil Online (NE)	
	Highlighter	Paper-Pencil Online (E)	
	Cross-Off (Answer Eliminator)	Paper-Pencil Online (E)	
	Sticky notes	Online (E)	
	Mark for Review (Flag)	Paper-Pencil Online (E)	
	Use of page flags, and reading guides on test booklets	Paper-Pencil	
	Line guide	Online (E)	
	Use of scratch paper (Collection and secure disposal required)	Paper-Pencil Online (NE)	
	Magnifier	Online (E)	

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M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

No.	Support Type	Mode	How to Access
	Designated Supports		
	Administration of the assessment in an alternate education setting (out of school) with appropriate supervision e.g., • Home when student is homebound • Care facility when it is medically necessary	Paper-Pencil	
	Administration of the assessment in an interim alternative education setting (out of school) with appropriate supervision (e.g., juvenile facility)	Paper-Pencil	
3	Noise Buffers (e.g., ear mufflers, white noise, and/or other equipment to block external sounds)	Paper-Pencil Online (NE)	❖
6	Text-to-speech (items and answer options)	Online (E)	✓
31	Read aloud using the M-STEP Reader Script with individual students or in small groups of no more than 5 students	Paper-Pencil	⦾ Order B
32	Reading content and questions in the students' native language using the M-STEP Reader Script (Reading in Native Language)	Paper-Pencil	⦾ Order B
33	Use of M-STEP English Audio CD (Audio)	Paper-Pencil	⦾ Order B
34	Use of M-STEP English, Spanish, or Arabic DVD (Video)	Paper-Pencil	⦾ Order B
11	Use of auditory amplification devices or special sound systems	Paper-Pencil Online (NE)	❖
12	Use of visual aids (e.g., closed circuit television, magnification devices)	Paper-Pencil Online (NE)	❖
13	Masking	Online (E)	✓
	Use of a page turner	Paper-Pencil	
	Use of non-skid surface that will not damage the answer document or scanning equipment (DO NOT use tape or other adhesive)	Paper-Pencil	
14	Color chooser	Paper-Pencil Online (E)	✓
15	Contrasting text	Paper-Pencil Online (E)	✓
10	Use of word-to-word bilingual dictionary	Paper-Pencil Online (NE)	❖
16	Scribe (Use of OSA Scribing Protocol required.)	Paper-Pencil	❖

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M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

No.	Support Type	Mode	How to Access
		Online (NE)	
	Use of augmentative/alternative communication devices • Picture/symbol communication boards • Speech generating devices	Paper-Pencil Online (NE)	❖
17	Multi-day testing – Please refer to the Test Administrator Manual for information related to this support.	Paper-Pencil	**B**

Accommodations

No.	Support Type	Mode	How to Access
18	Braille (contracted)	Paper-Pencil	⦿ Order **B**
19	Enlarged print	Paper-Pencil	⦿ Order **B**
21	Abacus	Paper-Pencil Online (NE)	
	Non-embedded calculator	Paper-Pencil Online (NE)	
23	Directions provided by test administrator using American Sign Language (ASL) or Signed Exact English (SEE)	Paper-Pencil Online (NE)	❖
24	Test content provided in American Sign Language (ASL) or Signed Exact English (SEE)	Paper-Pencil Online (NE)	**B** ❖
	Use of adapted paper, additional paper, lined or grid paper for recording answers (Alternate Response)	Paper-Pencil	
	~~Use of computers with alternative access for an alternate response mode (e.g. switches, alternative keyboards, eye-gaze motion sensors, voice recognition software, head or mouth pointer, specialized trackballs or mice)~~ Please contact OSA.	Paper-Pencil Online (NE)	**B** ❖
	Use of word processor for constructed response items (word prediction/spell check turned off) – This is an accommodation for students requiring it.	Paper-Pencil	

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M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

MI-Access

Available options for MI-Access Math, English language arts (ELA), Science, and Functional Independence (FI) Social Studies

*Please note that Participation (P) and Supported Independence (SI) is a paper-pencil assessment for students so all Universal tools, Designated Supports, and Accommodations listed as available are for a paper-pencil administration.

A Note about Non-Standard Tools/Supports/Accommodations

Districts should assume that if the support is not explicitly listed in the table below, it is considered a non-standard accommodation. However, when in doubt, educators should do the following:

- Include in your e-mail Subject line: Accessibility Support Request for MI-Access
- Your name, school/district, and contact information
- A description of the accessibility support you would like to provide a student
- A description of why the accessibility support may be needed for the assessment
- Send e-mail to baa@michigan.gov

✓ Indicates that this feature must be set by the Test Administrator in the eDIRECT system prior to testing.

⚫ Indicates that this material must be ordered or downloaded through the MDE Secure Site.

❖ Indicates that this support must be recorded as something the student will be using in the eDIRECT system.

B Indicates that this support should be bubbled on the paper-pencil answer document if used.

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M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

No.	Universal Tools			
	Support Type	***P/SI**	**FI**	**Mode Available for FI**	**How to Access**
	Breaks – within the same day per test session (If < 20 minute break, student does not need original login ticket to restart online test session. If > 20 minute break, student must use original login ticket to resume test session.)	✓	✓	Paper-Pencil Online (E/NE)	
	Multi-day Testing	✓	✓	Paper-Pencil	
	Administration of the assessment in an alternate education setting (in school) with appropriate supervision • Bilingual/English as a Second language setting • Special education setting • In a distraction free space or alternate location such as a separate room or location within the room	✓	✓	Paper-Pencil Online (NE)	
	Administration of the assessment individually or in a small group	✓	✓	Paper-Pencil Online (NE)	
	Assessment directions • Teacher may emphasize key words in directions • Teacher may repeat directions exactly as worded in administrator manual • Student may restate directions in his/her own words • Student may ask for clarification of directions	✓	✓	Paper-Pencil Online (NE)	
	Highlighter	NA	✓	Paper-Pencil Online (E)	
	Mark for Review	NA	✓	Paper-Pencil Online (E)	
	Use of page flags, and reading guides on test booklets	✓	✓	Paper-Pencil	
	Use of scratch paper (Collection and secure disposal required)	✓	✓	Paper-Pencil Online (NE)	
	Magnifier	NA	✓	Online (E)	
	Text-to-speech (except for text designated as Do Not Read Aloud). This will be defaulted as "on" for all students, but can turned off if needed by muting the computer's speakers or lowering the volume	NA	✓	Online (E)	
	Color chooser	✓	✓	Paper-Pencil Online (E)	
	Contrasting text	✓	✓	Paper-Pencil	

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M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

No.	Support Type	*P/SI	FI	Mode Available for FI	How to Access
				Online (E)	

<table>
<tr><td colspan="6" align="center">Designated Supports</td></tr>
<tr><td>No.</td><td align="center">Support Type</td><td>*P/SI</td><td>FI</td><td>Mode Available for FI</td><td>How to Access</td></tr>
<tr><td></td><td>Administration of the assessment in an alternate education setting (out of school) with appropriate supervision e.g.,
  • Home when student is homebound
  • Care facility when it is medically necessary</td><td align="center">✓</td><td align="center">✓</td><td>Paper-Pencil</td><td></td></tr>
<tr><td></td><td>Administration of the assessment in an interim alternative education setting (out of school) with appropriate supervision (e.g., juvenile facility)</td><td align="center">✓</td><td align="center">✓</td><td>Paper-Pencil</td><td></td></tr>
<tr><td></td><td>Noise Buffers (e.g., ear mufflers, white noise, and/or other equipment to block external sounds)</td><td align="center">✓</td><td align="center">✓</td><td>Paper-Pencil
Online (NE)</td><td></td></tr>
<tr><td>1</td><td>Read aloud (except for text designated as Do Not Read Aloud) with individual students or in small groups of no more than 5 students</td><td align="center">NA</td><td align="center">✓</td><td>Paper-Pencil</td><td>B</td></tr>
<tr><td></td><td>Content and questions read aloud (except for text designated as Do Not Read Aloud) in the students' native language</td><td align="center">✓</td><td align="center">✓</td><td>Paper-Pencil</td><td></td></tr>
<tr><td>2</td><td>Use of MI-Access English Audio CD</td><td align="center">NA</td><td align="center"></td><td>Paper-Pencil</td><td>⦿ Order
B</td></tr>
<tr><td></td><td>Use of auditory amplification devices or special sound systems</td><td align="center">✓</td><td align="center">✓</td><td>Paper-Pencil
Online (NE)</td><td></td></tr>
<tr><td></td><td>Use of visual aids (e.g., closed circuit television, magnification devices)</td><td align="center">✓</td><td align="center">✓</td><td>Paper-Pencil
Online (NE)</td><td></td></tr>
<tr><td>3</td><td>Masking</td><td align="center">✓</td><td align="center">✓</td><td>Online (E)</td><td align="center">✓</td></tr>
<tr><td></td><td>Use of a page turner</td><td align="center">NA</td><td align="center">✓</td><td>Paper-Pencil</td><td></td></tr>
<tr><td></td><td>Use of non-skid surface that will not damage the answer document or scanning equipment (DO NOT use tape or other adhesive)</td><td align="center">✓</td><td align="center">✓</td><td>Paper-Pencil</td><td></td></tr>
<tr><td></td><td>Use of bilingual word-to-word dictionary</td><td align="center">✓</td><td align="center">✓</td><td>Paper-Pencil
Online (NE)</td><td></td></tr>
<tr><td>4</td><td>Scribe (Use of M-STEP Scribing Protocol required.)</td><td align="center">✓</td><td align="center">✓</td><td>Paper-Pencil
Online (NE)</td><td>❖
B</td></tr>
<tr><td></td><td>Use of augmentative/alternative communication devices
  • Picture/symbol communication boards
  • Speech generating devices</td><td align="center">✓</td><td align="center">✓</td><td>Paper-Pencil
Online (NE)</td><td></td></tr>
<tr><td></td><td>Use of adapted paper, additional paper, lined or grid paper for recording answers</td><td align="center">NA</td><td align="center">✓</td><td>Paper-Pencil</td><td></td></tr>
</table>

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MICHIGAN Department of Education

M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

Accommodations

No.	Support Type	*P/SI	FI	Mode Available for FI	How to Access
5	Braille (contracted)	NA	✓	Paper-Pencil	⊙ Order B
6	Enlarged print	NA	✓	Paper-Pencil	⊙ Order B
	Directions provided by test administrator using American Sign Language (ASL) or Signed Exact English (SEE)	✓	✓	Paper-Pencil Online (NE)	
	Signing test content in American Sign Language (ASL) or Signed Exact English (SEE) (except for text designated as Do Not Read Aloud)	✓	✓	Paper-Pencil Online (NE)	
	Abacus	✓	✓	Paper-Pencil Online (NE)	
	Non-embedded calculator	✓	✓	Paper-Pencil Online (NE)	
	~~Use of computers with alternative access for an alternate response mode (e.g. switches, alternative keyboards, eye-gaze motion sensors, voice recognition software, head or mouth pointer, specialized trackballs or mice)~~ Please contact OSA.	✓	✓	Online (NE)	
7	Use of word processor – FI Expressing Ideas only. This is an accommodation for students requiring it. Standard administration for all Expressing Ideas questions will be paper only.	NA	✓	Paper-Pencil	B

Additional Materials/Resources Needed for Paper-Pencil and Online:

None

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WIDA ACCESS for ELLs and Alternate ACCESS for ELLs

This assessment is currently paper-pencil only.

A Note about Non-Standard Tools/Supports/Accommodations

Districts should assume that if the support is not explicitly listed in the table below that it is considered a non-standard accommodation. However, when in doubt educators should do the following:

- Include in your e-mail Subject line: Accessibility Support Request for WIDA ACCESS for ELLs
- Your name, school/district, and contact information
- A description of the accessibility support you would like to provide a student
- A description of why the accessibility support may be needed for the assessment
- Send e-mail to baa@michigan.gov

⊙ Indicates that this material must be ordered or downloaded through the MDE Secure Site.

Additional Materials/Resources Required for Paper-Pencil and Online:

None

MICHIGAN Department of
Education

M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

	Universal Tools	
	Support Type	**How to Access**
	Breaks – within the same day per test session	
	Administration of the assessment in an alternate education setting (in school) with appropriate supervision • Bilingual/English as a Second language setting • Special education setting • In a distraction free space or alternate location such as a separate room or location within the room	
	Administration of the assessment individually or in a small group	
	Assessment directions • Teacher may emphasize key words in directions • Teacher may repeat directions exactly as worded in administrator manual • Student may restate directions in his/her own words • Student may ask for clarification of directions	
	Highlighter	
	Use of page flags, and reading guides on test booklets	
	Use of scratch paper (Collection and secure disposal required)	
	Designated Supports	
	Administration of the assessment in an alternate education setting (out of school) with appropriate supervision e.g., • Home when student is homebound • Care facility when it is medically necessary	
	Administration of the assessment in an interim alternative education setting (out of school) with appropriate supervision (e.g., juvenile facility)	
	Noise Buffers (e.g., ear mufflers, white noise, and/or other equipment to block external sounds)	
	Use of auditory amplification devices or special sound systems	
	Use of visual aids (e.g., closed circuit television, magnification devices)	
	Use of a page turner	
	Use of non-skid surface that will not damage the answer document or scanning equipment (DO NOT use tape or other adhesive)	
	Color overlays	
	Color contrast	
	Scribe (Use of OSA Scribing Protocol required.)	

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M-STEP, MI-Access, and WIDA Student Supports and Accommodations Table

	Use of augmentative/alternative communication devices • Picture/symbol communication boards • Speech generating devices	
	Use of adapted paper, additional paper, lined or grid paper for recording answers	
	Accommodations	
	Braille (contracted) – Available only for ACCESS for ELLs, grades 3 - 12	⬤ Order
	Enlarged print	⬤ Order
	Directions provided by test administrator using American Sign Language (ASL) or Signed Exact English (SEE)	
	Abacus	
	Use of computers with alternative access for an alternate response mode (e.g. switches, alternative keyboards, eye-gaze motion sensors, voice recognition software, head or mouth pointer, specialized trackballs or mice)	

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